

SAFETY PRACTICES

6444

(January 2010)

Responsibility

All

All conservation camp staff members will abide by and enforce all appropriate safety practices. The Division Chief and the Camp Commander/Superintendent will cooperate in the development and maintenance of a joint and specific Injury and Illness Prevention Plan (IIPP) as required by California Code of Regulations (CCR), Title 8 Section 3203; adopted by Senate Bill 198. It will be comprehensive and specific. Development of the plan will follow the format suggested by CDCR directive or by the CAL FIRE [Health and Safety Handbook](#), but will comply with the requirements of both agencies.

INJURY AND ILLNESS PREVENTION

6444.1

(June 2000)

Responsibility

All

The Injury and Illness Prevention Plan will contain all elements detailed in the above cited law, including the following provisions:

1. The person or persons with authority and responsibility for implementing the program.
2. A system for ensuring employee compliance with safe and healthful work practices.
3. A system for communication of safety requirements.
4. Identification and evaluation of work place hazards.
5. Methods and procedures for correcting unsafe conditions in a timely manner, based on the severity of the hazard, and for preventing injury and illness (codes of safe practice).
6. A system for the investigation of occupational injuries and illnesses.
7. Requirements for training and instruction, and maintenance of training records.

GENERIC SAFETY PLANS

6444.1.1

(January 2010)

Responsibility

All

A generic Injury and Illness Prevention Plan and/or Hazard Communication Plan developed by a CAL FIRE unit or CDCR institution is not acceptable unless the following items have been complied with:

1. A copy of the plan is maintained at the camp.
2. All local hazards have been identified and a camp- specific hazardous materials inventory is maintained.
3. Codes of safe practices have been developed for all local hazards.
4. All required postings of codes of safe practice are current.
5. Material safety data sheets are available in the work areas where hazardous materials are stored and used.
6. Documentation of safety training and inspection is maintained locally.

HAZARD COMMUNICATION

6444.2

(January 2010)

Responsibility

All

CAL FIRE and CDCR are required by the California Code of Regulations (CCR), Title 8; Section 5194 to inform their employees of the hazardous materials and physical agents to which they may be exposed in the course of their employment. A Hazard Communication Plan for the reception, storage, and utilization of hazardous materials, will be developed and may be incorporated into the Joint Agency Injury and Illness Prevention Plan.

The Hazard Communication Plan will include the Material Safety Data Sheet (MSDS) program. It is detailed in the CAL FIRE Health and Safety Handbook, [Section 1740](#). Basic Requirements for compliance include:

1. Determine the identity of the chemicals or hazardous substances used in the workplace and determine if employees will potentially be exposed to any amount of the chemical. Develop an inventory or list of these chemicals.
2. Obtain, and make available to employees, an MSDS for each of the chemicals on the inventory list.
3. Develop and implement a written hazard communication program applicable to the operation.
4. Label all containers of chemicals, both in-house and incoming, properly, including hazardous waste.
5. Store, utilize, and dispose of hazardous materials and waste, including environmental hazards such as kitchen grease, used oil, and spent lead/acid batteries, in compliance with legal requirements.
6. Conduct employee training that effectively communicates MSDS information and safety practices to potentially exposed employees, and advise them of the hazard communication standard. Maintain records of this training.

PROJECT SAFETY WORK PLAN

6444.3

(January 2010)

Responsibility

All

A Job Analysis/Project Safety Work Plan (IIPP-2) will be developed and continually updated for each work project undertaken by conservation camp personnel. The plan will be completed prior to commencement of work. The plan will be reviewed for completeness and accuracy prior to and during the project, by the work supervisor (a CAL FIRE or CDCR staff person).

The plan will be utilized by the supervisor to present safety training to all workers (tailgate session) prior to commencement of work and, at minimum, on a weekly basis. These safety tailgate sessions will be recorded on an IIPP-6 and placed in the camp files. A copy of the IIPP-2 will be available at the project site whenever work is in progress.

Failure of offenders to abide by the instructions of their supervisor, regarding safety practices, will result in disciplinary action.

Financial responsibility for safety equipment shall be in keeping with the CAL FIRE/CDCR master interagency agreement(s).

OPERATION OF MACHINERY

6444.4

(January 2010)

Responsibility

All

All offenders assigned to duties which require them to use hazardous materials or to operate, or work around, hazardous machinery such as forklifts, saws, chain saws, chippers, machine shop equipment, or paint sprayers, will first be trained in the hazards and safety requirements. The training shall be recorded on an IIPP-6 tailgate safety training form and placed in the offender's respective agencies' training file. The supervisor shall ensure that all safety equipment and devices are in place and in use.

Division Chief

Ensure all aspects of the CAL FIRE chain saw policy are followed as it relates to staff and offenders.

FORMS AND/OR FORMS SAMPLES: RETURN TO CAL FIRE LIBRARY HOME PAGE FOR FORMS/FORMS SAMPLES SITE LINK.

[\(see next section\)](#)

[\(see Table of Contents\)](#)